

Academic honesty is essential to excellence in education and is directly related to the Board's educational objectives for students to promote integrity and self-discipline in students. As all schoolwork is a measure of student performance, academic honesty facilitates an accurate measurement of student learning.

**Role of Students, Parents, Family and Staff**

Each student, parent, family and staff member has a responsibility to promote a culture that respects and fosters integrity and honesty. Academic integrity and honesty requires that all stakeholders share responsibility in the fulfillment of this policy.

In fulfilling these roles:

- students will adhere to the honor code; refrain from participating, either directly or indirectly, in any form of cheating or plagiarism; and collaborate with their peers to foster a culture of academic integrity;
- parents and family actively will support the honor code by encouraging their child(ren) to foster and uphold a culture of academic integrity;
- staff will promote the honor code; establish and annually teach expectations regarding academic integrity and honesty; and will be prepared to appropriately address violations of the honor code when they occur.

**A. Prohibited Behavior**

The following behaviors are in violation of the standards of integrity are specifically prohibited:

1. **Cheating:** Cheating is an academic deception where a student intends in some way to receive or attempt to receive credit for work not originated by the student, to give or receive unauthorized assistance, or to give or receive an unfair advantage on any form of academic work.

Cheating includes, but is not limited to:

- copying from another student's examination, assignment, or other coursework with or without permission;
- allowing another student to copy work without authorization from a teacher or administrator;
- taking an examination, writing a paper, or completing any other assigned academic task on another student's behalf;
- using notes or resources in any form, including written or online, without authorization;

- sharing or accepting from another, without authorization, any examination content, questions, answers, or tips on an assessment or assignment through the use of notes, scratch paper, social media, or any type of written, oral, or electronic communication.
2. **Plagiarism:** Plagiarism is using passages, materials, words, ideas, and/or thoughts of someone or something else and representing them as one's own original work without properly crediting the source.

Plagiarism includes, but is not limited to:

- copying text, images, charts, or other materials from digital or print sources without proper citation;
- intentional misrepresentation of work as your own by paraphrasing of items from digital or print sources without proper citation;
- using translation tools or resources to translate sentences or passages without permission;
- using a thesis, hypothesis, or idea obtained from another source without proper citation.

## **B. Violations**

Disciplinary consequences for violations of this policy will typically be consistent with Level I violations as described in [Policy 4309: Student Behavior – Code of Student Conduct](#). However, serious violations of the Honor Code may be addressed under Rule II-1 Falsification or Deceit. Falsification or Deceit under Rule II-I may include, for example, falsifying another person's name on a school-related document such as a test or report, buying or selling test questions or answers, copying secure test materials and providing the materials to others, or paying for or receiving anything of value to complete a school assignment.

In addition, if the violation may have impacted a student's grade on an assignment or test, the school may impose academic consequences. However, any academic consequence that results in a lowering a student's grade must be accompanied by a plan for grade recovery as outlined in [Policy 3400 - Evaluation of Student Progress](#).

Violations of the Honor Code may impact eligibility for school privileges, honors, or awards.

Adopted: